

S E C R E T

Executive Registry

76-2555/1

15 June 1976

MEMORANDUM FOR THE RECORD

SUBJECT: [] Appointment Memo

1. [] will advise Wells that we are holding subject memo, and I think you were right to stall it. DDO has already forwarded its supergrade requirements, as have the other Directorates, to the Office of Personnel. The [] position is within the overall DDO request. See the attached memo; while this is addressed to the DCI, it has been shortstopped by the Director of Personnel until the Supergrade Board meets. This Board will consider the totality of directorate requirements vs. available positions and make the necessary hard decisions on who is cut how much. The Board includes the four Deputy Directors and a representative of the DCI career service, and it is Mr. [] intention to have you serve as Chairman. He should have his input staffed out and returned to the DDA early next week.

2. [] who handles this sort of thing for DDO's Career Management Group, thought the [] memo was intended to convey a "concept." I told him this was needless as the concept had already secured your approval.

Attachment

MORI/CDF Pages
1-2

S E C R E T

E-2 IMPDET
CL BY 022367

SECRET

001076-3336

Executive Registry

76-2555

7 JUN 1976

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Director of Personnel

FROM : William W. Wells
Deputy Director for Operations

SUBJECT : Directorate of Operations Supergrade Position Requirements

1. Attached is a listing of the supergrade position requirements for the Directorate of Operations. The requirements are listed by position title and grade under the components' organizational structures.

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2. The position requirements total [] This Directorate's current supergrade allotment is [] a ceiling which we cannot exceed in terms of on-duty supergrade personnel charged to this Directorate's allocation. The total of [] identified positions will provide us the necessary flexibility in our rotational planning of supergrade personnel.

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3. The following is a breakdown by grade of the 184 requested positions:

GS-18 GS-17 GS-16 SPS

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signed/William W. Wells

William W. Wells

Attachment: as stated

Orig: DDO/PS/CMG/MSB [] .2 Jun 76

Dist: Orig & 1 - Addressee w/att 1-D/Pers w/att

1 - DDO w/o att 1-CMG/MSB w/o att

1 - ADDO w/o att 1-CMG/MSB/MPC w/o att

2 - DDO Reg w/o att 1-C/PS w/att

1-C/CMG w/att

1-DDCI w/oatt

1-Ex Reg w/oatt

SECRET

2 IMPDET CL BY 012866

*Handed back
to Bill Wells
from Starter*
CONFIDENTIAL

76-3163

26 MAY 1976

DDA Registry
76-2709

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Director of Personnel

FROM : William W. Wells
Deputy Director for Operations

SUBJECT : Establishment of Legislative Liaison
Officer in Office of the DDO

Executive Registry

76-9451

1. As you know, I have in mind a number of organizational and personnel assignment changes designed to enable this Directorate to perform its job more efficiently and productively and to ensure that its activities meet the approval of both the Executive Branch and the Congress. To the latter end, I propose to establish the position of DDO Legislative Liaison Officer at the GS-16 or GS-17 level. This officer's principal responsibility will be to assist me and our Senior Staff and Division Chiefs in developing and implementing the relationships and procedures necessary to meet the requirements of the oversight committees for information regarding DDO plans, programs and accomplishments. He will, of course, work closely and in concert with the Offices of the Legislative Counsel, General Counsel, Comptroller and others concerned with the Agency's interface with the legislative committees.

2. If approved, I plan to restrict this officer's staff to one assistant and the necessary secretarial support. This staff eventually will replace that of the present office of the Special Assistant to the DDO until recently headed by Mr. John Waller.

3. Your approval is requested.

signed/William W. Wells
William W. Wells

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SUBJECT: Establishment of Legislative Liaison Officer
in Office of the DDO

CONCUR: *

25X1

[Redacted]
Director of Personnel

27 May '76
Date

APPROVAL:

Director of Central Intelligence

Date

*Concur in principle with concept. Exact grade determinations for proposed Legislative Liaison Officer, assistant and secretarial support to be established by OP after appropriate review.

Distribution:

Orig- Return to D/Pers

- 1- DCI
- 1- DDCI
- 1- Ex Reg
- 1- D/Pers
- 2- DDO
- 1- ADDO
- 1- C/PS
- 2- C/CMG
- 1- C/CM/PE
- 1- C/CM/MS
- 1- C/PS/PG
- 1- C/PS/EG

~~CONFIDENTIAL~~

CONFIDENTIAL

8 JUN 1976

MEMORANDUM FOR: Deputy Director Designate of Central Intelligence

FROM: William W. Wells
Deputy Director for OperationsSUBJECT: Establishment of Special Assistant for
External Oversight

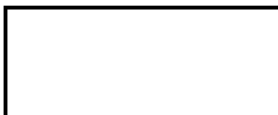
1. Background. Approval is requested for the concept, outlined below, of a DDO Special Assistant for External Oversight to be responsible for those matters affecting the Directorate stemming from our relationships with the Oversight bodies, both of the Congress and of the Executive Branch, and for certain other Congressional matters. This officer will carry out his duties within the framework of the Agency's larger mechanisms for Congressional and Executive Branch relations: the Office of the Legislative Counsel, the Office of General Counsel and the Inspector General's office. I am thinking of a small staff headed by an officer at the GS-17 level who would report directly to me and to the ADDO. I would like to put this concept into full operation by about 21 June and have in mind appointing [] to this post, if you approve.

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2. Mission. This staff officer would handle the following tasks:

a. Provide a focal point for the Directorate in dealing with questions received from the nine Congressional and Executive bodies cited in paragraph 3, and for providing responses to them;

b. Organize and, where appropriate, present briefings on Directorate activities whether solicited by these Congressional and Executive bodies or initiated by us;



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c. Function as the office of permanent record for written or oral requests from the Oversight bodies as they affect this Directorate;

d. Carry out the residual work of the SA/DDO with respect to the Senate and House Select Committees, and to maintain as appropriate the remaining records of that office;

e. Assist the Office of the DDO in presenting budget and program data to the Congressional Appropriations Sub-Committees; and

f. Identify issues affecting the Directorate which might require legislative initiatives by CIA.

3. Scope. This officer would be vested with primary Directorate staff responsibility for its relations with the following entities:

- a. House Appropriations Sub-Committee
- b. Senate Appropriations Sub-Committee
- c. House Armed Services Committee
- d. Senate Armed Services Committee
- e. House International Relations Committee
- f. Senate Foreign Relations Committee
- g. Senate Select Committee on Intelligence
- h. Intelligence Oversight Board
- i. President's Foreign Intelligence Advisory Board.

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4. Style. The incumbent in the position of Special Assistant for External Oversight will be tasked to provide a more active and dynamic Directorate of Operations participation in the Agency's relationships with these important bodies. While much of the work of this office will necessarily be reactive in nature, a better understanding of the Directorate and its methods, policies, and responsibilities will be fostered by sponsoring briefings of key legislative officials in anticipation of problems and/or legislative proposals, rather than in reaction to them. Direct relationships with appropriate Congressional and Executive Staff offices will be sought, but only through and in full coordination with OLC, OGC, and the IG, as appropriate. Needless to say, the closest internal relationships with those offices will be essential and it will be maintained. The purpose of having this officer maintain such direct relationships is not only to narrow the communication gap between the DDO and the outside world but also to screen, to the extent possible, other Directorate officers from needless exposure to a variety of Congressional staffers which in time will erode cover and operational compartmentation affecting sources and methods if a control point for doing this type of liaison is not established.

5. Comment. I would see this officer also serving as the representative of the Directorate on any working-level body you may develop to deal with the Agency's overall relationships with the oversight elements of either branch of the Government. I would not assign to this officer any responsibility for FOIA matters, although he will need to keep himself very familiar with this area of activities.

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[Redacted Signature]

William W. Wells

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APPROVED:

[Redacted Signature]

Deputy Director Designate of Central Intelligence

6/8/76

Date

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IT'S

26 MAY 1976

DD/A Registry

76-2709

Executive Registry

76-9451

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Director of Personnel

FROM : William W. Wells
Deputy Director for Operations

SUBJECT : Establishment of Legislative Liaison
Officer in Office of the DDO

1. As you know, I have in mind a number of organizational and personnel assignment changes designed to enable this Directorate to perform its job more efficiently and productively and to ensure that its activities meet the approval of both the Executive Branch and the Congress. To the latter end, I propose to establish the position of DDO Legislative Liaison Officer at the GS-16 or GS-17 level. This officer's principal responsibility will be to assist me and our Senior Staff and Division Chiefs in developing and implementing the relationships and procedures necessary to meet the requirements of the oversight committees for information regarding DDO plans, programs and accomplishments. He will, of course, work closely and in concert with the Offices of the Legislative Counsel, General Counsel, Comptroller and others concerned with the Agency's interface with the legislative committees.

2. If approved, I plan to restrict this officer's staff to one assistant and the necessary secretarial support. This staff eventually will replace that of the present office of the Special Assistant to the DDO until recently headed by Mr. John Waller.

3. Your approval is requested.

Signed/William W. Wells

William W. Wells

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SUBJECT: Establishment of Legislative Liaison Officer
in Office of the DDO

CONCUR: *

25X1

[Redacted]
Director of Personnel

27 May '76
Date

APPROVAL:

Cancelled by DDO/Will
Director of Central Intelligence
(per DDO registry?)

10 June 76
Date

*Concur in principle with concept. Exact grade determinations for proposed Legislative Liaison Officer, assistant and secretarial support to be established by OP after appropriate review.

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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED	CONFIDENTIAL SECRET		
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Director		
2	Room 7D-5607		
3	Headquarters		
4			
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	

Remarks:

Fred Janney routed the attached memorandum through me on its way to you.

I trust you will discuss this matter with George Cary prior to taking a position. While Bill Wells may properly identify a forthcoming problem, there is another side to the coin. If this proposed "DDO Legislative Liaison Officer" is to have live contact with elected representatives, I believe we should think the matter through very carefully. If the officer was to act independently of George Cary's establishment, we could run the risk (over)

DDO

of confusing the Congress by having legislative relationships concerning the Intelligence Community, the CIA, and now an organic element of the CIA.

I would hope that you would discuss this matter with George Cary prior to your taking a position.

John F. Blake

John F. Blake

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